TRANSPORTATION DISTRICT 2

Dedicated people creating transportation solutions through innovation and exceptional service.

TECHNICAL BULLETIN

Volume 12. Issue 1
January 2004

Construction Stop Signs and Speed Limits

During construction, circumstances sometimes exist that may cause the need to add a temporary stop sign on a state highway at locations where a stop sign did not originally exist. This can be due to safety, unbalanced traffic volumes at a two-way stop intersection where the side street traffic has a difficult time entering onto or crossing the main highway, etc. Before the decision to add the stop sign is finalized, construction or design staff should coordinate with System Operations, Traffic Section to first determine if the temporary stop sign is warranted. If it is determined to be necessary, a Arterial Highway Declaration needs to be written prior to placement of any stop sign.

One problem with installing a temporary stop sign at a location that did not originally have one is that once the sign is removed, traffic on the side road may think that the mainline traffic still has to stop thus causing the possibility of crashes at the intersection.

Also, when coordinating detours on county or local routes, if temporary stop signs are needed with the detour, the designer should coordinate with the governing agency for that roadway prior to adding the stop sign.

When developing the traffic control plans for a project, designers may want to lower the regulatory speed limit to provide for safer circumstances for both the workers on the project and also the traveling public. District 2 typically does not lower the regulatory speed of the highway during construction unless the project involves freeway work. In these instances, the posted speed limit is usually reduced 10 mph, just prior to construction and then return to the original speed after the construction. Typically orange advisory signs showing a speed of no more than 10 mph below the posted speed in advance of the construction and can be posted throughout the construction on longer projects. If a designer or construction engineer has concerns about the regulatory speed within a project limit, they should contact District 2, System Operations, Traffic Section to determine if lowering the speed limit is warranted. If warranted a Temporary Speed Zone Declaration will need to be written prior to any speed limit reductions.

Contact Tom Heydel (262) 548-6763 or Dick Pfeiffer (262) 548-5841 with any of the concerns above.

Inside this issue:

Special points of interest:

WisDOT uses a Public Communication Record (PCR) to keep management and division staff informed about emerging transportation issues. A PCR must be filled out whenever WisDOT employees are contacted by legislators, local officials, private sector officials, or news reporters for information on opinions, comments, or summaries. More information about the PCR process and instructions are available on the dotnet.

Bridge Structure Clearances

New recorded clearances are required when:

- A new structure is built over an existing roadway.
- Pavement or resurfacing is placed under an existing or new bridge or sign bridge.
- Pavement or resurfacing is placed in a tunnel.
- Structural steel is placed over a roadway open to traffic and there is an extended period of time prior to completion of a superstructure (i.e. over the winter months). Another set of clearances will be required upon completion of the superstructure work.
- The asphaltic base or binder course is placed under a structure and the roadway is open to traffic and the situation remains this way over an extended period of time (i.e. over the winter months). Again another set of clearances will be required upon completion of the project.
- An overlay is placed on a overhead truss.
- Widening girders are erected for an existing structure. This situation could be in combination with some of the previous situation.

In the picture please note where the structure was damaged

Please refer to the Field Information Tracking (FITS) User's Guide, Page 15, for instructions on how to enter data. Contact John Bolka (262-548-6711) or Ross Buckett (262-548-5940) for more information.

2004 Annual Utility Conference

The theme of this year's conference is Communication. Open and timely communication is the cornerstone of good utility coordination leading to successful project completion. We look forward to meeting you and fostering our relationship between the transportation and utility industries as we jointly serve the needs of the citizens of Wisconsin.

WisDOT personnel must have supervisor approval to attend and should register by *February 10, 2004* by contacting Patty Oemig at (262) 548-8653 or patricia.oemig@dot.state.wi.us . Consultants and Local Government Officials are also welcome and should register by *February 10, 2004* by contacting Sandy Lacher, We Energies at (414) 221-4083. Lunch will be included.

Time: Tuesday, February 17, 2004, 7:30 am - 1:00 pm
Place: Country Inn Hotel and Conference Center
Grand Salon, 2810 Golf Road, Pewaukee, WI
(262) 547-0201, (800) 247-6640

Conference Fee

Fee is $25.00 per person ($30.00 registering at the door). Fee includes a continental breakfast, coffee/tea during break and banquet lunch.

Wisconsin Bicycle Facility Design Handbook

The long-awaited Wisconsin Bicycle Facility Design Handbook is available in its final form to DOT staff, consultants, and municipalities. Use the links below to get to it. \

Web page: http://www.dot.wisconsin.gov/projects/bike.htm
Direct link to PDF: http://www.dot.wisconsin.gov/projects/state/docs/bike-facility.pdf

The Guide was approved by the IDIA (modal administrators) last year. It was prepared with guidance from our WisDOT Bicycle Technical Committee, and, includes everything that is covered in the AASHTO Bike Guide and more. This should be the first resource reached for to design bicycle facilities; especially on projects using state and federal funding.

If you have any questions regarding the guide, please contact Thomas Huber. As the questions become more technical in nature, Pat Fleming will be an excellent resource. A next step is to incorporate many of the guides into the FDM.

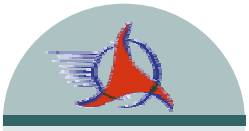
Whose time is saved?

We've all encountered it. People sending us messages give greater attention to the speed and ease of sending messages by e-mail rather than condition of that message when it is received. Attachments to e-mail may come in many formats but they don't always match the software that you have on your computer. Or pages, columns, paper size, etc don't come arranged or specified to produce a readable or printable document without much manipulation and trial and error by the recipients.

Here's an example of how time is consumed by this unfortunate situation. A spreadsheet sent as an e-mail attachment is to be used by the recipients as a hard copy to enter data. When the recipient attempts to print the spreadsheet, two of four columns print on one page with column and row labels, and the other two columns print on another page with no labels on the rows. The recipient has several options: tape the two sheets together and use them as such; rework the spreadsheet (assuming software is compatible) to include row labels on the second sheet or change size of printout to match a larger paper size; or, ask sender to resend a usable copy.

Suppose the recipient doesn't want to spend any time playing with the spreadsheet and asks the sender for a usable copy. Sometimes this may be enough for the sender to redo the spreadsheet and submit in a usable form. However, sometimes we get back instructions from the sender telling us "The only thing YOU (recipient) have to do to make it work…" Depending how many copies of the e-mail were sent out, the amount of work and time required on the recipient's part could easily mushroom past the cost of snail mailing out the original spreadsheet. You can imagine (or maybe recall from an actual experience) what might happen if the sender expected the recipients to fill out the spreadsheet electronically and return it, if the spreadsheet were not formatted to provide for this.

This problem could diminish somewhat as more and more people become proficient in multiple softwares, however the sheer number of softwares seems to be expanding at even greater rates resulting in a net increase in the problem. A good rule of thumb still applies to not only formal presentations/reports but also to all of our day to day correspondence: "write for your audience". Everything we send out, regardless of the medium, is intended for the recipient. Shouldn't we make it easy for HIM to read and use??



Wisconsin Bicycle Facility Design Handbook should be the first resource reached for to design bicycle facilities

Getting off on the Right Foot

When a designer needs to coordinate with the Utility & Railroad Unit prior to the scoping meeting, the designer should contact the Unit's Lead Worker and provide him with a copy of the Concept Definition Report (CDR).

Having a CDR allows the Unit to start a file for utilities and/or railroads and assign a specific Utility Coordinator. Coordination is required prior to the scoping meeting in order for communications with utilities and railroads to begin at the scoping meeting. When a designer has a utility contact list before the scoping meeting, he has a better idea of utility and railroad companies who might be impacted by the highway improvement project and possible constraints on the project scope that need to be discussed at the meeting.

Initial contact with the Utility and Railroad Unit should begin with Lead Worker, Ron Anderson (262) 548-5935 or at ronald.anderson1@dot.state.wi.us. Following this "chain of command" ensures that the appropriate Utility Coordinator will be assigned to you project.

Tining Concrete Pavement

Chapter 14-10-10 of the Facilities Development Manual states:

> *"When the design speed of a concrete highway is 40 mph or greater, the surface shall receive a tined finishing accordance with Chapter 8, Section 8.10, "Texturing", of the Wisconsin Department of Transportation's Construction and Materials Manual. When tining is required, add a note to the appropriate typical section to indicate which sections of concrete pavement is to be tined."*

The Wisconsin Department of Transportation, Standard Specification also states that tining is required based on the 40 mph design speed. Identifying this in the plans provides the contractor with the necessary information to bid the project and provides the construction engineering staff of what is required to ensure the pavement is constructed properly.

Contract Modifications

Effective Immediately...the ***procedure for processing Contract Modifications in District 2*** is revised as follows:

- The location to show the ***Reason Code*** has changed. Write It under each item, on the line next to the word "***Reason***". Previously the Reason Code was indicated under the ***Short Description*** heading.
- Only use the two letters of the Reason Code that best applies to the item. For example use CR, MI, PC, PI, RO, SE, or SS. Only one reason code is allowed per item.
- Under the ***Short Description*** heading, write a statement indicating if the ***Project is subject to Federal Oversight or not***. This field is only 66 characters long.

If you have any questions, feel free to contact Construction Administration.

Transportation District 2

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http://dtd-d2
Click on the Technical Bulletin Link

Increasing Productivity